

**ULM Graduate Council Minutes**  
**Thursday, Nov. 20 2014 at 3:30 pm**  
**Hemphill Hall 316**

**Present:** Carl Kogut (acting chair), Leonard Clark (Graduate School), Amal Kaddoumi, Paul Sylvester, Jana Giles, Jack Palmer, Patti Calk, Attapol Kualiang

**Absent:** Johanna Boulton,\* Donna Luse,\* Kim Marie Tolson,\* (\*excused)

**I. Preliminary, Old, or Initial Business:**

- a. Minutes for August were approved with corrections.
- b. Minutes for September were approved.
- c. Minutes for October were approved with corrections.

**II. Graduate Faculty Recommendations:**

- a. **David Hale:** Now hired full-time to serve as director of the online graduate program as of 11/17/2014. Approved as CLINICAL member.
- b. **R. Eric Platt:** Came in because of a student request for him to serve as a committee member. He is an adjunct faculty so he is able to serve. Approved as ASSOCIATE member.
- c. **Chamblee, Hisaw, Nelms:** Hired for Level I Fieldwork to supervise students in clinical work. Approved as ASSOCIATE members.
- d. **Dugar, Franklin, Showers:** Hired to teach 2 online lecture courses. Approved as ASSOCIATE members.

**III. New Business**

- a. In discussion, the Council observed that the form to apply for Full/Clinical/Associate Member of the Graduate Faculty had not been updated on the Graduate School website to reflect the revised wording voted in during Summer 2014. This wording is available in the minutes. The Council requested that the Graduate School update the website with the correct, updated form.
- b. In discussion, the Council observed that certain changes regarding the student appeals application processes (for various appeals, such as time extension or admission) to the Graduate Catalog and the Graduate School website are desirable.
  - i. Neither location requests letters of support for time extension appeals; if the council wants 2-3 accompanying letters, this needs to be revised. It should also be specified that letters from their current program faculty are ideal.
  - ii. Neither location requests a cover letter of appeal from the student; this should be specified since many students do not know how to file an appeal.
  - iii. A checklist of items needed for each specific appeal should be added to *both* locations for students to follow the process, and to relieve graduate coordinators of the need to shepherd individual students through every step, thus creating unnecessary extra work.

- c. Graduate Credit for Outstanding ULM Students
  - i. The Council observed that the catalog wording is correct because it is directed towards 4000-level courses that are dual-listed graduate-undergraduate courses.
- d. Comments from Dr. Clark regarding Student Degree Plans, and Proposed Change to Graduate Admission Policy:
  - i. Student Degree Plans: Intended to address a recurring problem of not having **signed** degree plans on file from students even when they are about to graduate.
    - 1. The council recommended changing the language to specify:
      - a. “**twelve (12)** hours of coursework,” and
      - b. “prevent them from registering for **third** semester classes (including summer),” and
      - c. “Students wishing to lift... to develop a degree plan **and/or** determine advisory committee members.”
  - ii. World Education Services (WES) Evaluation (or other ULM approved instruments) for international transcripts: To address certain situations in which a WES evaluation cannot be obtained.
  - iii. The council voted to APPROVE these changes for the catalog with the specified corrections.